



Q & A Form
Bridges & Tunnels on US-64 (SR-40) near Ocoee Dam No. 2
Polk County
April 19, 2022

Question	Answer
Under Scope of Work, Task 1, items b, d, and g seem to indicate more of a review of the GDR, whereas under 'Deliverables' it seems to indicate the consultant would be developing both the GDR and Geotechnical Investigation Report. Please clarify the deliverable, whether it's a review or preparation of these reports.	The consultant will be responsible for reviewing the field data obtained by the CM/GC firms and will be responsible for developing the GDR and Geotechnical Investigation Report.
Task 1h) notes "Project Cost Estimating." Please confirm the context of cost estimating for Task 1 with respect to responsibilities of the selected CM/GC. Is this cost estimating based on preliminary design for the entire project (design & construction), limited to the CM/GC geotechnical investigation, or requested project cost estimates?	The cost estimating listed under Task 1 will be the responsibility of the design consultant based on the preliminary plans, Geotechnical Data Report (GDR) and Geotechnical Investigation/Report to determine the feasibility of the project.
Please list the types of services TDOT may need to execute Scope of Work Task 1e).	The consultant team will support TDOT's Environmental Division in the development of the Environmental Document by providing input regarding the ETSA, project footprints/impacts, and providing renderings and sketches as needed. The consultant team will not be responsible for developing the Environmental Document.
Does every subconsultant, regardless of level, need to be TDOT prequalified and have unlimited status?	An Addendum will be issued with the following change: The prime must be TDOT pre-qualified with unlimited status. Any proposed subconsultants must have a minimum qualification status of limited. Consultant teams should review TDOT Consultant Select Policy 301.01 for the contract value allowed under "Limited" status. TDOT 301-01 can be found at: https://www.tn.gov/content/dam/tn/tdot/roadway-design/documents/consultant-information/policy/Policy%20301-01%20Signed%20by%20Commissioner%20Bright_July%2015,%202020.pdf

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Can you please confirm the design speed for this (Bridge and Tunnel) section?	The minimum design/posted speed is 55 mph.
The Minimum Consultant Qualifications require that firms demonstrate the completion of two (2) Tunnel projects and four (4) Bridge projects. Section II allows the firms to submit up to four (4) projects of similar scope and complexity. Please clarify the number of projects that can be submitted.	The intent was to allow the consultant team to demonstrate their tunnel experience and bridge experience to meet the requirements of the Minimum Consultant Qualifications. The four (4) projects listed under Section II may include the projects used to demonstrate the Minimum Consultant Qualifications or may include up to four (4) additional projects.
Will each subconsultant be required to submit four projects as well or can the four projects be the best combination of prime and subconsultant experience to demonstrate our team's qualifications?	The two (2) tunnel projects must come from the prime's experience. The four (4) bridge projects may come from either the prime or subconsultant's experience. The four (4) projects listed in Section II may contain a combination of the prime and subconsultant experience.
Do the projects have to have been completed in the last 5 years?	An Addendum will be issued with the following change: Up to four (4) projects completed within the last ten (10) years may be submitted; however, the firm may choose to provide a single project description. Experience relevant to the Project or projects being discussed that the consultant / subconsultant has gained during the last five (5) years should be highlighted.
Section IV notes that "this section shall include recent evaluation information on TDOT projects, if available." If evaluations for non-TDOT projects corresponding to provided project descriptions are available, can these also be included?	Yes, evaluations for non-TDOT projects as they relate to tunnels or bridges maybe included.
You have indicated there are specific minimum qualifications for key personnel in our proposal. This information is typically shown on Form DT-0330 provided with a Letter of Interest. As this project has eliminated Phase I of the selection, can you confirm that Forms DT-0330 are not required for our personnel.	DT-330 forms are not required for this submittal. Format of the proposal should follow the "Sections" listed under the Proposal requirements
In Section III, Key Personnel and Organization, of the response, you have requested resumes of key personnel which include up to a maximum of four projects per person (to be placed in the Appendix). Are the "key personnel" limited to the staff with specific qualifications listed in the RFP, or may this list be expanded to include others on our organization chart that we believe are key to delivery of this project.	The consultant team should determine key personnel based on Section III.

Question	Answer
<p>For the Interview phase of the selection, will additional information with respect to the format, limitations for presentation materials and/or format, required personnel (or limitations to personnel) be provided, or will these decisions be made at the discretion of the short-listed consultants?</p> <p>How many team members may attend the interview?</p>	<p>More information regarding the interview process will be provided to teams that meet the minimum qualifications.</p>
<p>Is a Joint Venture allowed?</p>	<p>To the best of the Department's knowledge, we have never had a Joint Venture (JV) on a consultant advertisement. TDOT is willing to allow a JV on this advertisement under one of the two following conditions.</p> <ol style="list-style-type: none"> 1. The two firms form a single legal entity for the purpose of this project. The newly created entity would need an approved prequalification status with the Department, prior to the Phase II deadline, to be considered for the Phase III (interview round). 2. The two firms form a JV by agreement. In this case, both firms would have to meet the minimum requirements for the prime consultant identified in the RFP. Existing TDOT pre-qualifications for each firm will be sufficient. <p>If ultimately selected for this project, a single overhead rate for the joint venture entity (under either of the above conditions) will be needed. In absence of a 12-month accounting period needed to establish an overhead rate, the JV may request approval for a limited indirect cost rate of 125% of the JV direct labor cost.</p>
<p>Is a printed copy of the proposal required? Or is this strictly an electronic submission via email?</p>	<p>Printed submittals are not required.</p>
<p>Is the 2-page letter included as part of the total 25-page limit?</p>	<p>No.</p>
<p>Can the headings and subheadings in the main proposal be something other than TNR 12 pt?</p>	<p>Text size maybe larger than Times New Roman (TNR) 12. If a larger font is used, firms are still required to meet the maximum 25-page limit.</p>
<p>Can the text used on the org chart and in other charts/graphics/exhibits be something other than TNR 12 pt?</p>	<p>Yes, text size on organizational charts and in other charts/graphics/exhibits may be something other than TNR 12 pt.</p>
<p>Are there any limitations to the size of the document if sent by email (max capacity in megabytes)?</p>	<p>For submittals over 15 MB, teams may provide a link to download the document via a file sharing site.</p>

Question	Answer
Can divider pages contain images and still not be counted toward page count?	Yes.
Please confirm that we may use up to 5 pages in 11"x17" format for "charts, exhibits and other illustrative and graphical information" and that each of these 11"x17" pages count as only one of the 25-page limit.	Yes.
The RFP indicates that the response should include a Title Page <u>and</u> a Table of Contents. Can these be combined so that the title page includes the table of contents or do you require these to be on separate pages?	Title Page & Table of Contents are not part of the 25 pages.
The link on p. 4 to prequalification forms and additional info seems to be broken. Can you please provide an updated link?	An Addendum will be issued with the following change: https://www.tn.gov/tdot/business-redirect/consultantinfo.html